

ACCOUNTING TECHNICIAN 1

Basic qualifications include: High school graduation plus three years full-time clerical accounting or auditing work. Accounting coursework from an accredited college or technical institute as follows:

4.5 quarter hours* in accounting or bookkeeping = 1 year of experience

9.0 quarter hours* in accounting or bookkeeping = 2 years of experience

15 quarter hours* in accounting or bookkeeping = 3 years of experience

(To cover semester hours to quarter hours, multiply semester hours by 1.5)

Examination Method: Written Test, Education and Experience 100% for Civil Service positions.

Applications may be obtained on this website or by calling **(615) 741-2828**. Applications may be sent to:

**TN Dept. of Revenue
500 Deaderick St., Ste. 1251
Nashville, TN 37242
EOE**